

KENSINGTON PARK LIBRARY

LAC AGENDA with Minutes

TUESDAY, JUNE 4, 2019 / 6:30 to 7:15 p.m. (upstairs room)

Present: Katie Engen, chair; Jensen Chiu, board rep; Karen Miller, branch manager; Janet Camillo, member; Adeline Louie, member

1. Call to order

- Welcome
  - i. Official new member: Adeline Louie
- Approval of minutes from last meeting (3/19; reviewed by email before)

2. Reports

- Membership Report
- Agency Manager's Report

**Collection** – Starting in July: 'Collection HQ' is new automated system to equally distribute ('rebalance') titles from branches underusing them to branches that may want them more; also helps keep tabs on heavily-used books (that may be worn and need replacement). Staff can override getting rid of grubby books. Potential flaws: KPL bought new set of Classics (and they haven't gone out much so C-HQ may take them away); ditto for Holiday titles (Karen has asked this to be checked/upgraded). Staff CANNOT override if system says a book must be sent; Hopes: we get books we need; save a lot of money (in lieu of buying new books)

LAC: Was this software an additional cost? Do we really need it over top the layer we already have of requesting books from other branches? How much more staff time is needed to make this work? Cost analysis of paying for C-HQ versus potential book buying budget or staff to run C-HQ budget?

Goal: only 10% or less 'deadwood books' and LAC is at 4.5%

**Facility** – nothing new

**Programming / Services** – Summer Reading program: A Universe of Stories. The prompt to READ is ubiquitous this year. Supposed to be no more cheap landfill prizes! Prizes selected by team of kidlit librarians (plastic darts, small ball, glow in the dark stickers, blinky ball – which all seem cheap and plastic). Meaningful (FOLMC gift voucher, book) and 5 lottery prizes (after reaching highest level) at end of summer (video console). Museum passes and medals for highest, highest levels.

LAC: Get rid of all the plastic, 2-hour toys. Prizes at the end only for final finishes. Day passes, museum ticket, etc. Next year – redesign the paper given to each reader. Could add path of circles to fill out as you progress. Do NOT undermine the intrinsic value of reading; cut back to midway prize, big end prize, and medal. AND the finishers party is great to keep.

**Staff** – always short staffed (under-hired and family-related or accident absences); there are NO juvenile librarians available to hire

LAC: Are these endless understaffing issues the same across branches? What's the top-down view of staffing at branches of our size? Comparables? Systematic approach to fairly allocating staff?? Is it purely budget? Or is it the super-long process of requests (b/c there's a general hold on all hiring) and people who need to review/approve along the way. Can MoCo become a point of certification for new juvenile librarians? How to streamline the process??

- Library Board Liaison Report

- Election for new Chair by September.
- County Council lead is Will Juwando: Community Conversation – he may be coming to KPL but will pick bigger ones first. June: Silver Spring
- LAC Membership terms: 3-year terms but you can serve as many terms as you want; Chairs serve 1-2 years (2<sup>nd</sup> with Board approval), must rotate in and out after that; Secretary can do 3-year terms;
- Annual Report: LAC will send 2 questions to branches to include (What are notable accomplishments? What are challenges?)
- Freegle – library got rid of it (too clunky, too expensive, low MoCo system-wide usage, bad press, limited licenses for music)
- Anita is Acting Director. Olney and Chevy Chase have so many *acting managers* in flux over past 5 years. Nobody can be appointed now/yet.
- Anita is still in the running for full director. Few candidates; went from 5 to now 2. Elrich may be reopening the hiring process. Anita is still in the running.

3. Unfinished Business

- Brainstorming for ways to get input from and share news with our community members
  - a. Suggestion Box – Input is minimal (3-5 max/month); suggest options
  - b. Reaching Smaller/Less Participative Demographics
  - c. Formal polling is out.
  - d. Offer a question of the month desk-topper/mini-poster near book return or checkout. With easy Yes/No or Multiple-Choice indicator.
  - e. Ask the library floor volunteers (esp. SSL-aged teens) specific questions to get input on serving that demographic better
- Strategizing for a more pro-active/political presence at MoCo meetings?

#### 4. New Business

- Katie is stepping down. Replacement planning.
  1. I'm supposed to per the rules of service.
  2. Jensen says I could get a special exception...
  - 3.
- Discussion with agency manager (if not already covered above)
  1. Collection needs
  2. Facility issues
  3. Questions/input about programming
  4. New needs in community for services
  5. Community happenings that could have library impact